

# Taking Care Business: What Every President Needs to Know

April 17, 2010

Sponsored by Community College Business Officers  
and AACC

## Presenters:

Dr. Pam Anglin, President, Paris Junior College (Texas), AACC Board of Directors

Dr. Johnette McKown, President, McLennan Community College, (Texas); Past  
President Community College Business Officers, an AACC Affiliate Council

Dr. Ronald L. Rhames, Senior Vice President, Midlands Technical College, (South Carolina); Past  
President Community College Business Officers, an AACC Affiliate Council

Dr. Kurt R. Buttleman, Chief Financial Officer, Seattle Community Colleges (Washington); President-Elect,  
Community College Business Officers, an AACC Affiliate Council

Dr. Margaret Rivera, Director of Membership Services, AACC

## Saturday, April 17, 2009

8:00 a.m. – 8:15 a.m.	Continental Breakfast	
8:15 a.m. – 8:45 a.m.	Introductions and Purpose Future Leaders Institute	Dr. McKown Dr. Rivera
8:45 a.m. – 10:00 a.m.	Overview of Business Operations (Financial Reporting, Facilities, HR, IT, Role Risk Management, IRS, Auxiliary Services...)	Dr. Rhames Dr. Buttleman
10:00 a.m. – 10:15 a.m.	Break	
10:15 a.m. – 10:30 a.m.	Introduction of Three Case Studies	Dr. McKown
10:30 a.m. – 11:30 a.m.	First Case Study ( <i>Financial Reporting</i> )	Groups
11:30 a.m. – 12:00 noon	Discussion of First Case Study	Dr. McKown Dr. Anglin Dr. Rhames Dr. Buttleman
12:00 noon – 12:45 p.m.	Lunch and Discussion with Presenters Remarks from Sponsor –University of Maryland – University College	
12:45 p.m. – 1:45 p.m.	Second Case Study ( <i>Funding Capital Projects</i> )	Groups
1:45 p.m. – 2:15 p.m.	Discussion of Second Case Study	Dr. McKown Dr. Anglin Dr. Rhames Dr. Buttleman
2:15 p.m. – 2:30 p.m.	Break	
2:30 p.m. – 3:30 p.m.	Third Case Study ( <i>General Fund Budget</i> )	Groups
3:30 p.m. – 4:00 p.m.	Discussion of Third Case Study	Dr. McKown Dr. Anglin Dr. Rhames Dr. Buttleman
4:00	Closing Remarks	Dr. Anglin